

**DEPARTMENT OF TRANSPORTATION
JOB OPPORTUNITY
LEGISLATIVE AND ADMINISTRATIVE ADVISOR 2**

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: The Public
Location: Legal Services, Office of the Commissioner
Job Posting No: 1076842
Hours: 8:00 am to 4:30 pm
Salary: MP 63: \$2,985.56 to \$4070.50 bi-weekly
Closing Date: July 18, 2014

There is currently a Legislative and Administrative Advisor 2 position within the Office of Legal Services, Office of the Commissioner.

Knowledge, Skills and Abilities: Considerable knowledge of relevant state and federal laws, statutes and regulations; considerable knowledge of basic law, legal processes, legal principles and practices and administrative law; considerable knowledge of legal research techniques; considerable knowledge of legislative process; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to interpret, analyze and prepare legislation and other legal documents.

EXPERIENCE AND TRAINING:

General Experience:

Two (2) years of experience as an attorney with some responsibility for research, development, planning and review of legislative and regulatory programs.

SPECIAL REQUIREMENT:

Incumbents in this class must be a member of the Connecticut Bar.

NOTE:

Non-Examined refers to Section 5-219 of the Connecticut General Statutes which permits appointment of candidates to competitive positions without a formal examination when a professional license, professional degree, accreditation or certificate is a mandatory requirement for appointment to a class.

PREFERRED KNOWLEDGE AND EXPERIENCE:

Knowledge and experience in contract law; experience in drafting complex contracts including development and construction contracts; experience negotiating and drafting contracts with private and public transit and rail service providers; experience in real estate law and drafting real estate legal instruments; experience in intellectual property, and intellectual technology law.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable. Applicants who do not submit all the requested documents will not be considered. In addition, the candidate pool resulting from these interviews may be used to fill future Legislative and Administrative Advisor 2 positions in the Office of the Commissioner within twelve months.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, proof of current membership in the Connecticut bar, and an Application for Employment (CT-HR-12), and State employees must include their last two service ratings by July 18, 2014 to:

Denise Rodosevich
Agency Legal Director
Department of Transportation
P.O. Box 317546
2800 Berlin Turnpike
Newington, CT 06131-7546
Fax: 860-594-3008
Email: Denise.Rodosevich@ct.gov

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.